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## PART IV

### Advertisements and Notices by Private Individuals and Corporations

#### LIFE INSURANCE CORPORATION OF INDIA

##### NOTIFICATION

The Life Insurance Corporation of India (Staff) Regulations 1956 approved by the Central Government on the 30th January 1957 is notified under:—

#### LIFE INSURANCE CORPORATION OF INDIA (STAFF REGULATIONS 1956)

*Preamble*—Whereas it is necessary to frame regulations defining the terms and conditions of service of the staff of the Life Insurance Corporation of India, the Corporation, in exercise of the powers vested in it under Clause (b) of Sub-section (2) of Section 49 of the Life Insurance Corporation Act 1956, and with the previous approval of the Central Government, is pleased to make the following regulations:

##### CHAPTER I

##### PRELIMINARY

1. *Short Title*—These Regulations may be called the Life Insurance Corporation of India (Staff) Regulations, 1956.

2. *Application*—They shall apply to every whole-time employee of the Corporation including salaried field staff except where otherwise provided.

3. *Definitions*—In these Regulations, unless there is anything repugnant in the subject or context:—

(a) "Corporation" means the body Corporate known as the Life Insurance Corporation of India, acting through any of its duly authorised officials.

(b) "Board" means the members of the Corporation at a meeting duly convened.

(c) "Competent authority" means—

(i) in the case of officers appointed to grades for which the minimum pay is Rs. 500 or more—the Chairman.

(ii) in the case of other officers—

(A) if they are working in the Central Office or in any of the Foreign Branches—a Managing Director, nominated by the Chairman for the purpose;

(B) if they are working in the Zonal, Divisional or Branch Offices—the Zonal Manager.

(iii) in the case of others—

(A) if they are working in the Central Office or in any of the Foreign Branches—an officer of the Central Office nominated by the Chairman for the purpose;

(B) if they are working in a Zonal Office, an officer of the Zonal Office nominated by the Zonal Manager for the purpose;

(C) if they are working in a Divisional or Branch Office, an officer nominated by the Divisional Manager for the purpose.

(d) "Salary" means the pay, special pay, personal pay and other allowances which an employee is entitled to draw by reason of his position in a cadre but excluding conveyance or travelling allowance.

(e) "Personal pay" means an additional pay granted:—

(i) to save an employee from a loss of salary due to any reduction of salary otherwise than as a disciplinary measure; or

(ii) in exceptional circumstances, on other personal considerations.

All words and expressions used herein, and not defined herein but defined in the Life Insurance Corporation Act 1956 or the Insurance Act 1938 or the Rules made under the above Acts or the Life Insurance Corporation Regulations, 1956, shall have respectively the meaning assigned to them in those Acts or Rules or Regulations.

4. *Board's power to change Regulations*—The Board reserves the right to alter, amend, add to or withdraw any or all the Regulations herein from time to time.

5. *Chairman's power to delegate*—The Chairman may delegate to a Managing Director or a Zonal Manager subject to such conditions as he may think fit to impose, all or any powers conferred upon him by these Regulations with the exception of the powers conferred by Regulations 17 and 41.

6. *Power to interpret and implement regulations*—The power to interpret the Regulations vests in the Chairman who is also hereby empowered to issue such administrative instructions as may be necessary to give effect to and carry out the purposes of the provisions of these Regulations or otherwise to secure effective control of the staff.

##### CHAPTER II

##### APPOINTMENTS, PROBATION AND TERMINATION OF SERVICE

##### Section 1—Appointments

7. *Classification of Staff*—(1) The permanent staff of the Corporation shall be classified as follows:

Class I—Officers.

Class II—Salaried Field Staff (Inspectors) other than Probationary Inspectors.

Class III—Supervisory and Clerical Staff.

Class IV—Probationary Inspectors.

Class V—Subordinate staff.

*Board's power to fix the scales of pay and number of posts*—(2) The Board shall prescribe from time to time the scales of pay for each post or group of posts.

(3) The Board shall also prescribe from time to time the number of posts for which the minimum of the grade is Rs. 500 or more.

*Chairman's power to fix number of posts*—(4) The Chairman shall prescribe from time to time the number of other Class I posts.

*Board's power to fix a date for determining number of posts*—(5) From such date in the future as may be determined by the Board, the number of posts in each group shall be determined by such authorities as the Board may prescribe.

*Board's power to issue standing orders regarding recruitments and promotions*—(6) The Board shall issue, from time to time, standing orders governing recruitments and promotions to the different grades in the Corporation.

8. *Temporary Staff*—(1) Notwithstanding anything contained in the Regulations, a Managing Director or a Zonal Manager may employ staff in Classes III and V on a temporary basis subject to general or special directions as may be issued by the Chairman from time to time.

(2) The terms and conditions of service of the temporary staff shall be prescribed by the Chairman but in no case shall the terms and conditions so prescribed be more favourable than those laid down in these regulations for an appointment carrying equivalent status or responsibility.

9. *Authorities empowered to appoint*—Appointment to the service of the Corporation shall be made as follows:—

(i) In the case of officers appointed to grades for which the minimum pay is Rs. 500 or more—the Chairman, subject to the approval of the Board;

(ii) in the case of the other officers—

(a) if they are working in the Central Office or in any of the Foreign Branches—a Managing Director subject to the approval of the Chairman;

(b) if they are working in the Zonal, Divisional or Branch Offices—the Zonal Manager, subject to the approval of the Chairman;

(iii) in the case of others—

(a) if they are working in the Central Office or in any of the Foreign Branches—a Managing Director nominated by the Chairman for the purpose;

(b) if they are working in a Zonal or Divisional Office—the Zonal Manager.

(c) if they are working in a Branch Office the Divisional Manager within whose jurisdiction the Branch functions, subject to the approval of the Zonal Manager.

10. *Certificate of health and good character*—No person shall be appointed to the service of the Corporation, unless he has been certified by a qualified medical practitioner approved by the Corporation to be of sound constitution and medically fit, and produces a certificate acceptable to the competent authority that he bears a good moral character.

11. *Age*—The age of a person at the time of his appointment to the service of the Corporation shall not be less than 18 or more than 25 years provided the Chairman will have a discretion to waive the limits, wherever necessary, and provided also that in the case of persons belonging to Classes II and IV there shall be no upper age limit in respect of appointments made up to 31st December 1957.

12. *Appointments to be made on minimum pay of grade*—All first appointments shall be made on the minimum pay of the grade to which the appointment is made, provided that the Chairman may authorise the grant of additional increment with reference to the circumstances in each case:

Provided also that where the appointment in question is to be made on a starting salary of Rs. 500 or more, the grant of initial increments shall be subject to the approval of the Board.

13. *Reappointment in the Corporation's services*—(1) No person who has been dismissed or has otherwise ceased to be in the service of the Corporation may be re-employed without the specific sanction of, and on such terms and conditions as may be prescribed by, the Executive Committee, subject, in the case of appointments to Class I, to the approval of the Board.

(2) Except as otherwise provided by the Executive Committee or the Board at the time of his re-employment, these regulations shall apply to a person who is re-employed in the Corporation's service as if he had entered the service for the first time on the date of his re-employment.

14. *Commencement of service*—(1) Except as otherwise provided by or under these Regulations, "service" of an employee shall be deemed to commence from the working day on which an employee reports for duty in an appointment covered by these Regulations at the place and time intimated to him by the appointing officer, provided that he reports before noon, otherwise his service shall commence from the next following working day.

*Explanation*—In the case of an employee transferred to the service of the Life Insurance Corporation from the service of Insurers, his "service" shall be deemed to commence from the date on which his service commenced under his former employer.

*Definition of Service*—(2) "Service" includes the period during which an employee is on duty as well as on leave duly authorised by the competent authority but any period during which an employee is absent from duty without permission or overstays his leave, shall not be treated as service unless specifically permitted by the competent authority.

#### Section 2—Probation

15. *Officers*—A junior officer or an Assistant Branch Manager directly recruited to the Corporation's service or promoted from a lower post, shall be required to be on probation for a period of one year, but the Chairman may at his discretion dispense with the probationary period.

16. *Other employees*—(1) Employees belonging to Classes III and V shall on their first appointment in the Corporation's service, be required to be on probation for six months.

(2) An employee belonging to Class II or Class IV shall be on probation for a period of one year unless otherwise provided at the time of appointment.

17. *Discharge during probation*—(1) During the probationary period an employee shall be liable to be discharged without any notice.

(2) Nothing in sub-regulation (1) shall apply to a Junior Officer or an Assistant Branch Manager or an Inspector recruited from the Corporation's staff who, if he fails to show satisfactory promise during the period of his probation, shall be liable to be reverted to his previous grade without notice or salary in lieu thereof.

18. *Appointing Authority's power to extend probationary period*—An employee may have his period of probation extended at the discretion of the appointing authority but in no case may this period exceed—

(a) in the case of officers—two years;

(b) in the case of employees belonging to Classes III and V—one year;

(c) in the case of persons belonging to Classes II and IV—3 years.

19. *Temporary service in lieu of probation*—Where an employee has rendered continuous temporary service prior to his appointment in a permanent vacancy, the provisions of Regulations 15 and 16 regarding the period required to be spent on probation may be waived, at the discretion of the authority empowered in Regulation 9, to the extent of the period of such temporary service.

#### Section 3—Termination of Service

20. *Determination of service by notice*—(1) An employee shall not leave or discontinue his service in the Corporation without first giving notice in writing of his intention to leave or discontinue the service. The period of notice required shall be—

(a) three months in the case of an employee in Class I; and

(b) one month in the case of other employees and shall be given to the competent authority and, in case of breach by an employee of the provisions of this sub-regulation, he shall be liable to pay to the Corporation as compensation a sum equal to his salary for the period of notice required of him, which sum may be deducted from any moneys due to him, provided that the payment of such compensation may be waived by the competent authority at his discretion.

(2) The Corporation may determine the service of any employee at any time after the expiry of the period of his probation on giving him—

(a) three months' notice or pay in lieu thereof if he is an employee in Class I; and

(b) one month's notice or salary in lieu thereof if he is an employee in any other class.

Provided, however, that the period of notice will be doubled in the case of employees who have served for 10 years or more.

The power to determine the service of an employee shall be exercised by the authorities empowered under Regulation 9.

(3) Nothing in sub-regulation (2) shall affect the right of the Corporation—

(a) to retire or dismiss an employee without notice or pay in lieu thereof in accordance with the provisions of Regulations 17 and 41; and

- (b) to determine the service of an employee without notice or pay in lieu thereof on his being certified by the Corporation's Medical Officer to be permanently incapacitated for further continuous service in the Corporation.

*Explanation 1*—The expression "month" used in this Regulation shall be reckoned according to the English calendar and shall commence from the day following that on which notice is received by the employee or the Corporation as the case may be.

*Explanation 2*—A notice given by an employee under sub-regulation (1) above shall be deemed to be proper only if he remains on duty during the period of the notice, and an employee shall not be entitled to set off any leave earned and not availed of by him against the period of such notice.

21. *Superannuation and retirement*—An employee shall retire at fifty-five years of age provided that the appointing authority may at its discretion extend the service every year upto 60 years of age.

Provided, however, that in respect of some of the employees of insurers who are allowed to continue in service beyond age 60 because of the terms and conditions of employment having not been favourable in the past, the Executive Committee may at its discretion extend their service every year upto age 65.

*Explanation*—Notwithstanding anything contained in this Regulation, where an employee has privilege leave earned but not availed of as on the date of retirement as prescribed in the above Regulation he may be permitted to avail of the leave and in that case the employee will be deemed to retire from service at the expiry of the leave.

### CHAPTER III

#### RECORD OF SERVICE, SENIORITY AND PROMOTION

22. *Record of service*—A record of service of every employee shall be maintained by the competent authority. The record shall be kept in such form and shall contain such information as may be prescribed by the Chairman.

23. *Promotion*—All appointments and promotions shall be made at the discretion of the authorities empowered under Regulation 9 and notwithstanding his seniority in a grade no employee shall have a right to be appointed or promoted to any particular post or grade.

24. *Reversion*—(a) An employee belonging to Class I, III or V promoted to a higher appointment shall be liable to be reverted without notice at any time within one year of such promotion.

(b) An employee belonging to Class II or Class IV promoted to a higher appointment shall be liable to be reverted without notice at any time within three years of such promotion.

(c) An employee appointed to officiate in a higher post or promoted to a higher appointment on probation may be reverted at any time without notice during the officiating or the probationary period as the case may be.

Provided further that nothing in this Regulation shall affect the provisions of Regulation 41.

### CHAPTER IV

#### CONDUCT, DISCIPLINE AND APPEALS

##### Section 1—Conduct and Discipline

25. *Scope of an Employee's service*—Unless in any case it be otherwise distinctly provided, the whole time of an employee shall be at the disposal of the Corporation, and he shall serve, the Corporation in its business in such capacity and at such place as he may from time to time be directed.

26. *Liability to abide by the regulations and orders*—Every employee of the Corporation shall conform to and abide by these Regulations and shall observe, comply with and obey all orders and direction which may from time to time be given to him by any person or persons under whose jurisdiction, superintendence or control he may for the time being be placed.

27. *Obligation to maintain secrecy*—Every employee shall maintain the strictest secrecy regarding the Corporation's affairs and the affairs of its constituents and shall not divulge, directly or indirectly, any information of a confidential nature either to a member of the public or of the Corporation's staff, unless compelled to do so by judicial or other authority, or unless instructed to do so by a superior officer in the discharge of his duties.

28. *Employees to promote the Corporation's interest*—Every employee shall serve the Corporation honestly and

faithfully and shall use his utmost endeavours to promote the interest of the Corporation, and shall show courtesy and attention in all transactions.

29. *Prohibition against participation in politics and standing for elections*—No employee shall take an active part in politics or in any political demonstration or stand for election as member for a Municipal Council, District Board or any Legislative Body.

30. *Contributions to the press*—(a) No employee may make any statement to the press, or contribute any articles to the press or magazine, or give any talk on the radio without the prior sanction of the competent authority, nor shall ventilate any grievances through the press or leaflets, etc.

(b) No employee, while in service or after his retirement, resignation or discharge shall make public or publish any document, paper, or information which might have come into his possession in his official capacity, without the prior sanction of the competent authority.

31. *Employees not to seek outside employment*—No employee shall accept, solicit, or seek any outside employment or office, whether stipendiary or honorary, without the previous sanction of the competent authority.

32. *Part-time work for outside bodies*—No employee shall undertake part-time work for a private or public body or a private person or accept fee therefor, without the sanction of the competent authority which shall grant sanction only in exceptional cases when it is satisfied that the work can be undertaken without detriment to his official duties and responsibilities. The competent authority may, in cases in which it thinks fit to grant such sanction, stipulate that any fees received by the employee for undertaking the work shall be paid, in whole or part, to the Corporation.

33. *Employees not to be absent from duty without permission or be late in attendance*—(1) An employee shall not absent himself from his duties without having first obtained the permission of the competent authority, nor shall he absent himself in case of sickness or accident without submitting a medical certificate, satisfactory to the competent authority.

Provided that in the case of temporary indisposition the production of a medical certificate may, at the absolute discretion of the competent authority, be dispensed with.

(2) An employee who absents himself from duty without leave or overstays his leave, except under circumstances beyond his control for which he must tender a satisfactory explanation, shall not be entitled to draw any pay and allowances during such absence or overstayal, and shall further be liable to such disciplinary measures as the competent authority may impose. The period of such absence or overstayal may, if not followed by termination of services under Regulation 17 or dismissal under Regulation 41, be treated as period spent on ordinary, sick, special or extraordinary leave, as the competent authority may determine.

(3) An employee who is habitually late in attendance shall, in addition to such other penalty as the competent authority may deem fit to impose, have one day of casual leave forfeited for every three days he is late in a month. Where such an employee has no casual leave due to him, the period of leave to be so forfeited may be treated as privilege or extraordinary leave as the competent authority may determine.

34. *Absence from station*—An employee in Class I and an employee in any other class if so required by the competent authority, must not absent himself from his station overnight except on duty without obtaining previous sanction from the competent authority.

35. *Acceptance of gifts*—An employee shall not solicit or accept any gift from a constituent of the Corporation or from any subordinate employee.

36. *Private trading*—No employee shall engage in any commercial business or pursuit either on his own account or as agent for others, except as an agent of the Corporation, nor shall he be connected with the formation or management of a joint stock company.

37. *Speculating in stocks, shares etc.*—An employee shall not speculate in stocks, shares, securities or commodities of any description:

Provided that nothing in this regulation shall be deemed to prohibit an employee from making a *bona fide* investment of his own funds in such manner as he may wish.

38. *Restrictions on borrowing and investments*—(1) An employee shall not borrow money from or in any way place himself under a pecuniary obligation to an employee of the Corporation subordinate to him or any firm or persons having dealings with the Corporation.

(2) No employee shall make nor permit any member of his family to make any investment likely to embarrass or influence him in the discharge of his official duties.

*Explanation*—For the purpose of this sub-regulation the word 'family' includes any relative ordinarily residing with or dependent on an employee.

39. *Employees in debt*—An employee who is in debt shall furnish to the competent authority a signed statement of his position half-yearly on the 30th June and 31st December, and shall indicate in the statement the steps he is taking to rectify his position. An employee who makes a false statement under this Regulation or who fails to submit the prescribed statement or appeals unable to liquidate his debts within a reasonable time or applies for the protection of an insolvency court shall be liable to dismissal.

*Explanation 1*—For the purpose of this Regulation an employee shall be deemed to be in debt if his total liabilities exclusive of those which are fully secured exceed his salary for six months.

*Explanation 2*—An employee shall be deemed to be unable to liquidate his debts within a reasonable time if it appears having regard to his personal resources and unavoidable current expenses that he will not cease to be in debt within a period of two years.

40. *Employees arrested for debt or on criminal charge*—

(1) An employee who is arrested for debt or on a criminal charge shall be liable to be placed under suspension from the date of his arrest and shall be allowed the payments admissible to an employee under suspension under clause (4) of Regulation 41 until the termination of the proceedings against him, when an adjustment of his pay and allowances shall be made according to the circumstances of the case and in the light of the decision as to whether his absence is to be accounted for as a period of duty or leave, the full pay and allowance being given only in the event of the employee being acquitted of all blame and treated as on duty during the period of his absence. An employee who is committed to prison for debt or is convicted of a criminal offence shall be liable to dismissal.

(2) All such cases shall be reported to the Executive Committee as soon as practicable.

*Explanation*—In this Regulation the expression "termination of proceedings" shall mean the decision of the lowest court which first finally disposes of the case. Similar committal or conviction shall mean committal or conviction by the lowest court which first disposes of the case and it shall be open to the Corporation to dismiss an employee who is committed to prison or who is convicted of a criminal charge as from the date of the order of the lowest court which finally dealt with the case.

41. *Penalties*—(1) Without prejudice to the provisions of other Regulations, an employee who commits a breach of the Regulations of the Corporation, or who displays negligence, inefficiency or indolence, or who knowingly does anything detrimental to the interests of the Corporation or in conflict with its instructions, or who commits a breach of discipline or is guilty of any other act of misconduct, shall be liable to the following penalties:—

- (a) reprimand; or censure;
- (b) delay or stoppage of increment or promotion;
- (c) degradation to a lower post or grade or to a lower stage in his incremental scale;
- (d) recovery from pay of the whole or part of any pecuniary loss caused to the Corporation by the employee;
- (e) dismissal.

(2) No employee shall be subjected to the penalties (b), (c), (d) or (e) of sub-regulation (1) above except by an order in writing signed by the appointing authority and no such order shall be passed without the charge or charges being formulated in writing and given to the said employee so that he shall have reasonable opportunity to answer them in writing or in person, as he prefers, and in the latter case his defence shall be taken down in writing and read to him:

Provided that the requirements of this sub-regulation may be waived in the case of employees belonging to Classes II and IV if action under Clause (b) or (c) of sub-regulation (1) is taken on account of low business production.

Provided further that the requirements of this sub-regulation may be waived if the facts on the basis of which action is to be taken have been established in a court of law or Court Martial or where the employee has absconded or where it is for any other reason impracticable to communicate with him or where there is difficulty in observing them and the requirements can be waived without injustice to the employee. In every case where all or any of the requirements of this sub-regulation are waived, the reasons for so doing shall be recorded in writing.

(3) The inquiry under this regulation and the procedure with the exception of the final order, may be delegated to the competent authority.

(4) An employee may be placed under suspension by the officer empowered to pass the final order under this regulation. During such suspension, he shall receive subsistence allowance equal to 1/3 of his salary, provided that if no penalty under Clauses (b), (c), (d) or (e) of sub-regulation (1) is imposed the employee shall be refunded the difference between his salary and the emoluments which he would have received but for such suspension, for the period he was under suspension, and that, if a penalty is imposed on him under the said clauses no order shall be passed which shall have the effect of compelling him to refund such subsistence allowance. The period during which an employee is under suspension shall, if he is not dismissed from the service, be treated as period spent on duty or leave as the officer who passes the final order may direct.

## Section 2—Appeals

42. *Right to appeal*—An employee shall have a right to appeal against any order passed by a superior authority which injuriously affects his interests.

43. *Appellate authorities*—An appeal shall lie—

- (a) in the case of an officer—to the Board;
- (b) in the case of other employees—to the Executive Committee.

44. *Conditions which an appeal should satisfy*—Every appeal shall comply with the following requirements:—

- (a) it shall be written in English or if not written in English be accompanied by a translated copy in English and shall be signed,
- (b) it shall be couched in polite and respectful language,
- (c) it shall contain all material statements and arguments relied on and shall be complete in itself,
- (d) it shall specify the relief desired,
- (e) it shall be submitted through the proper channel.

45. *When appeals may be withheld*—An appeal may be withheld by the competent authority if—

- (a) it does not comply with the requirements of Regulation 44,
- (b) it is illegible or is unintelligible,
- (c) it deals with a matter which does not concern the employee personally,
- (d) it repeats an appeal already rejected by the authority to whom the appeal is addressed and does not, in the opinion of the competent authority, disclose any new points or circumstances which afford grounds for reconsideration,
- (e) it is not preferred within three months of the date of the order against which the appeal is made and no reasonable cause is shown for the delay, or
- (f) it is addressed to an authority to which no appeal lies under these Regulations.

46. *Grounds for withholding the appeal to be communicated to the appellant*—In every case in which an appeal is withheld the competent authority shall inform the appellant the fact of withholding the appeal and the reasons for withholding it.

47. *Appeal must be forwarded to the appellate authority with due despatch*—An appeal which is not withheld under Regulation 45 shall be forwarded to the appellate authority with the comments of the competent authority as soon as possible.

48. *No appeal lies against order withholding appeal*—No appeal shall lie against the withholding of an appeal by a competent authority.

49. *Appeals not to be addressed to Members*—Appeals shall not be addressed to the Members of the Board or the Executive Committee personally and any such action shall be deemed a breach of discipline.

50. *Joint petitions*—The provisions of Regulations 44 to 49 shall also apply to the extent they are relevant to petitions which concern more than one employee and are preferred jointly by a class or group of employees or by an association or union of employees recognised by the Corporation. A joint petition shall not be entertained if—

- (a) it relates to a subject on which the competent authority is competent to pass orders and no application for redress has been made to him.
- (b) it relates to a matter regarding the redress of which a specific procedure has been prescribed under any rule or instruction issued by the Corporation, or
- (c) it relates to an individual and is not submitted by him.

## CHAPTER V

### PAY, ALLOWANCES AND OTHER CONCESSIONS

#### Section 1—Pay and Allowances

51. *When accrue and payable*—Subject to the provisions of these Regulations, pay and allowances shall accrue from the commencement of the services of an employee, and shall become payable on the afternoon of the last working day of each month in respect of the service performed during the said month.

52. *When not payable for part of a month*—Salary shall not be payable for a part of a month to an employee who leaves or discontinues his service without due notice during a month unless such notice has been waived by a competent authority.

53. *When cease*—Salary shall cease to accrue as soon as an employee ceases to be in service. In the case of an employee dismissed from the Corporation's service, the salary shall cease from the date of his dismissal. In the case of an employee who dies while in service, the salary shall cease from the day following that on which the death occurs.

54. *Adjustment of salary on change of charge when takes effect*—An employee shall commence to draw the salary of a post to which he is appointed as from the date on which he assumes the duties of the post if the charge is transferred before noon of that date and from the following working day if the charge is transferred in the afternoon of that date.

55. *Employees on transfer*—Where an employee is transferred from one post to another, he shall, during any interval of duty between the date of his handing over charge of the old post and the date of his taking over charge of the new post, draw the salary of the old or the new post, whichever is less.

56. *Admissibility of allowance*—Allowances shall only be payable to employees who are actually at the time fulfilling the conditions subject to which they are admissible.

57. *Overtime allowance*—(1) Notwithstanding the fact that the whole time of an employee is at the disposal of the Corporation, the Corporation may grant overtime allowance, not counting as pay to an employee belonging to Class III or Class V who is required to work on Sundays or holidays or to put in extra hours on week days in connection with the Corporation's work.

(2) The rate at, and the circumstances in, which such allowance may be drawn shall be determined by the Executive Committee.

58. *Increments*—(1) For employees belonging to Classes I, III and V who are on incremental scale increment shall accrue as follows:—

- (i) In the case of employees who had received an increment on or before the 31st August 1956 increments shall fall due on the first day of the calendar month from which their last increment has accrued.
- (ii) In the case of employees who had not received any increment prior to 31st August 1956 but were confirmed prior to 31st August 1956 such increments shall fall due from the first day of the month in which they completed 12 months of service or, if they had completed 12 months of service before 31st August 1956, on the first day of September 1956.

(iii) In the case of employees who are confirmed after 31st August 1956, such increments shall fall due on 1st January or 1st July immediately following the completion of one year of service.

(2) No increment may be withheld except as a disciplinary measure under Regulation 41 and each order withholding an increment shall state the period for which it is withheld and whether the postponement shall have the effect of postponing future increments:

Provided that the authorities empowered under Regulation 9 may grant advance increments to an employee if the circumstances require it.

Provided further that the authorities empowered under Regulation 9 may withhold increments to Branch Managers, Assistant Branch Managers (Development) and inspectors, if, in their opinion, they have failed to perform functions assigned to them efficiently.

Provided further that if in incremental scale there is an efficiency bar, an employee shall not draw increments above that bar until he has been certified fit to do so by the authorities empowered under Regulation 9. On each occasion on which an employee is allowed to pass an efficiency bar which has previously been enforced against him, he shall be placed in the incremental scale at such stage as the aforesaid authorities may fix provided that such stage shall not be higher than that at which he would draw his pay if the bar had not been enforced against him and further that no increments granted on the removal of a bar shall have a retrospective effect.

(3) In respect of employees belonging to Classes II and IV for whom there is no incremental scale at present, their business production and other connected factors will be reviewed for putting them in the appropriate cadres.

59. *Refixation of pay on promotion*—On promotion from one grade to another, the pay of an employee shall be initially fixed at the stage in the new scale which is next above his pay in the old scale.

Provided, however, in respect of persons belonging to Classes II and IV, the authorities empowered under Regulation 9 may fix them at the appropriate stage having regard to their business performance and other such factors.

60. *Officiating allowance*—An employee who is appointed to officiate in a higher grade shall, so long as he shall hold such a grade, draw an officiating allowance equal to the difference between his pay in the old scale and the stage in the scale of pay of the post in which he is appointed which is next above his pay in the old scale, provided that when the promotion is of a temporary nature and the circumstances of the promotion so justify the Chairman may fix the allowance of an employee at an amount less than that admissible under this Regulation.

61. *Board to determine salary scales*—The Board shall from time to time determine the different grades and the scales of pay and other allowances applicable to its employees from time to time and the terms and conditions under which they become payable.

#### Section 2—Other Concessions

62. *Grant of honoraria, special increments or other concessions*—(1) The Corporation may provide accommodation to its officers and staff subject to such terms and conditions as may be decided by the Executive Committee. In particular, the Corporation may provide suitable accommodation and basic furniture, fixtures etc., to the employee posted in foreign countries, the type of accommodation, the list of items of furniture, fixtures etc., and the terms and conditions under which they should be provided shall be determined by the Executive Committee.

(2) The Corporation may from time to time provide cars or motor cycles or any other vehicles to its officers and other staff entrusted with development duties on such conditions as may be laid down by the Executive Committee.

(3) The Corporation may pay a Kit allowance of not more than Rs. 500 to its employees when they are instructed to proceed to foreign countries. The kit allowance so paid shall be recoverable from the employee if he resigns within two years from the date of his posting to foreign countries.

(4) The Executive Committee may determine the terms and conditions under which an honorarium or special increments may be granted to an employee of the Corporation for passing the examinations which may be prescribed from time to time.

(5) No concessions the grant of which is not covered by these Regulations may be given except with the special sanction of the Board.



## CHAPTER VI

## TRAVELLING AND HALTING ALLOWANCES

63. *Board to determine rates of travelling allowance and halting allowance*—The Board shall from time to time determine the rates of travelling allowance and halting allowance applicable to its employees and the condition under which they become payable.

Provided, however, that an employee who is posted to a foreign country shall be liable to refund to the Corporation any passage money allowed to him if he resigns within a period of two years from the date of his posting to that country.

64. *Scrutiny of bills*—All the bills for travelling allowance and halting allowance shall be carefully scrutinised by the competent authority to ensure that the amounts claimed do not exceed the amounts prescribed under Regulation 63 and the conditions under which they are payable have been fulfilled, before the actual payment is made in final settlement of the bills.

65. *Advance of Travelling allowance and Halting allowance*—A competent authority may grant advance or travelling or halting allowance to defray the expenditure of an employee, provided such advance does not exceed the amount admissible under Regulation 63.

## CHAPTER VII

## LEAVE AND JOINING TIME

## Section 1—General Rules relating to Leave

66. *Kinds of Leave*—Subject to the provisions of these Regulations, the following kinds of leave may be granted to an employee:

- (a) Casual leave,
- (b) Privilege Leave,
- (c) Sick Leave,
- (d) Extraordinary Leave,
- (e) Maternity Leave,
- (f) Study Leave.

67. *Authorities empowered to grant leave*—The power to grant leave shall vest in the competent authority.

68. *Power to refuse leave or recall an employee on leave*—Leave cannot be claimed as a matter of right. When the exigencies of the service so require, discretion to refuse or revoke leave of any description is reserved to the competent authority, and an employee already on leave may be recalled by that authority when it considers this necessary in the interest of business.

69. *Lapse of leave on cessation of service*—Leave earned by an employee lapses on the date on which he ceases to be in service.

70. *Earlier return from leave*—Unless he is permitted to do so by the authority which granted his leave, an employee on leave may not return to duty more than fourteen days before the expiry of the period of leave granted to him.

71. *Commencement and termination of leave*—(1) The first day of an employee's leave is the working day succeeding that upon which he makes over charge.

(2) The last day of an employee's leave is the working day preceding that upon which he reports his return to duty.

72. *Obligation to furnish leave address*—An employee shall, before proceeding on leave, intimate to the competent authority his address while on leave, and shall keep the said authority informed of any change in the address previously furnished.

73. *Station to which an employee should report on return*—An employee on leave shall, unless otherwise instructed to the contrary, return for duty to the place at which he was last stationed.

74. *When medical certificate of fitness may be demanded*—A competent authority may require an employee who has availed himself of leave for reasons of health to produce a medical certificate of fitness before he resumes duty even though such leave was not actually granted on a medical certificate.

75. *Leave not admissible to an employee under suspension*—Leave may not be granted to an employee under suspension or against whom proceedings are pending under Chapter IV of these Regulations.

## Section 2—Privilege Leave

76. *When applications should be submitted*—(1) Application for privilege leave shall ordinarily be submitted 15 days before the date from which the leave is required.

(2) Applications which do not satisfy the requirements of sub-regulation (1) may be refused without reason being stated.

77. *Scale on which privilege leave is earned*—The amount of privilege leave earned shall be one-eleventh part of duty.

*Explanation*—Duty means the period spent in the service of Corporation, but excluding privilege leave, sick leave, extraordinary leave and maternity leave.

78. *Privilege leave due*—The privilege leave due to an employee is the period which he has earned diminished by the period of leave actually taken.

79. *Limits upto which privilege leave may be earned or taken*—The period of privilege leave, which can be accumulated by any employee is 120 days. Leave upto a maximum of 90 days may be sanctioned during any period of 12 months.

80. *Salary during privilege leave*—(1) An employee on privilege leave shall draw the salary which he drew on the day preceding the date on which he proceeded on leave and in so far as conveyance allowance or fixed travelling allowance is concerned, an employee shall draw such portion as may be laid down from time to time.

(2) An employee, posted to a foreign country, shall not draw any special allowance payable to him by virtue of his working in a foreign country, while on privilege leave in India.

## Section 3—Casual, Sick, Extraordinary and Maternity Leave

81. *Casual leave*—Casual leave can be granted upto a maximum of 15 days in a calendar year but not more than five days at a time and it can be availed of only after sanction by the competent authority.

Provided an employee who is serving in foreign country may avail of local leave of two weeks which is non-cumulative but available at a stretch. This leave will not be debited to any leave account.

82. *Sick leave*—(1) An employee shall earn sick leave at the rate of 15 days per each year of service subject to a maximum of three months with full salary and six months with half salary throughout the period of service. Sick leave will be granted only on medical certificates from doctors appointed by the Corporation for the purpose. In so far as conveyance allowance or fixed travelling allowance is concerned, an employee shall draw such portion as may be laid down from time to time.

(2) An employee posted to a foreign country shall not draw any special allowance payable to him by virtue of his working in a foreign country, while on sick leave in India.

83. *Extraordinary leave*—(1) Extraordinary leave may be granted to an employee when no privilege leave is due to him and when, having regard to his length of service, sick leave is not considered justified by the competent authority. Except in exceptional circumstances, the duration of extraordinary leave shall not exceed 3 months on any one occasion and 12 months during the entire period of an employee's service.

(2) A competent authority may grant extraordinary leave in combination with, or in continuation of leave of any other kind admissible to the employee, and may compute retrospectively periods of absence without leave into extraordinary leave.

(3) No pay and allowances are admissible during the period of extraordinary leave and the period spent on such leave shall not count for increments.

Provided that, in cases where the competent authority is satisfied that the leave was taken on account of illness or for any other cause beyond the employee's control, it may direct that the period of extraordinary leave may count for increments.

84. *Maternity leave*—(1) Maternity leave which shall be on the salary last drawn may be granted to a female employee of the Corporation for a period not exceeding three months on any one occasion and twelve months during the entire period of an employee's service. In so far as conveyance allowance or fixed travelling allowance is concerned, an employee shall draw such portion as may be laid down from time to time.

(2) A competent authority may grant leave of any other kind admissible to the employee in combination with, or in continuation of maternity leave if the request for its grant is supported by sufficient medical certificate.

(3) An employee who is posted to a foreign country shall not draw any special allowance payable to her by virtue of her working in a foreign country, while on maternity leave in India.

#### Section 4—Study Leave

85. *Study leave*—Leave may be granted to the employees of the Corporation on such terms as the Board may prescribe, to enable them to study special or technical problems or to undergo special courses of instructions. Such leave is not debited against leave account.

#### Section 5—Joining Time

86. *Joining time*—(1) Joining time may be granted to an employee to enable him:

- (a) to join a new post to which he is appointed while on duty in his old post, or
- (b) to join a new post on return from leave of not more than 4 months' duration, or although the duration of leave exceeds four months, the employee has not had sufficient notice of his appointment to the new post.

(2) Joining time shall not be granted when no change in the headquarters of an employee is involved.

87. *Pay and allowances during joining time*—Where an employee is transferred from one post to another, he shall during any interval of duty between the date of his handing over charge of the old post and the date of his taking over charge of the new post, draw the pay and allowances of the old or the new post, whichever are less.

88. *How calculated*—(1) Six days are allowed for preparation and in addition one day is allowed for every 250 miles and fractions thereof of the actual journey. Sunday does not count as a day for the purpose of these calculations.

(2) An employee who is posted to a foreign country shall be allowed 15 days preparation time and the time actually required for the journey.

89. *Joining time cannot be claimed as a matter of right*—Joining time cannot be claimed as a matter of right. It may be curtailed at the discretion of the competent authority.

90. *Overstayal after joining time*—An employee who does not join his post within the joining time allowed to him shall be deemed to have committed a breach of Regulation 33.

### CHAPTER VIII

#### FOREIGN SERVICE

91. *Deputation of employees to other services*—(1) No employee of the Corporation may be deputed to serve under any other employer without the approval of the Chairman who shall determine the duration of such deputation and the terms and conditions on which the deputation shall take effect.

Provided that no employee may be transferred to foreign service against his will.

(2) Where the services of an employee of the Corporation are placed at the disposal of a foreign employer it shall be a condition of the deputation that the foreign employer shall, during the period of such deputation, bear the entire cost of the services of the employee including the following, viz.,

- (a) pay during joining time;
- (b) travelling allowances payable to the employee to enable him to join his appointment under the foreign employer and to return to his appointment in the Corporation on the termination of his deputation;
- (c) leave earned during the period of deputation;
- (d) the employer's contributions to the employee's account in the Corporation's Provident Fund.

In addition, the foreign employer may also be required to make a contribution towards any gratuity or other sum for which the employee may become eligible on his retirement, on such scale as may be fixed by the Chairman.

### CHAPTER IX

#### MISCELLANEOUS

92. *Obligation to subscribe to the Provident Fund*—Unless otherwise directed by the Corporation every employee other than an employee on probation or an employee appointed on a temporary basis shall contribute to a Provident Fund at such rate as may be prescribed by the Board from time to time.

93. *Board to issue Standing Orders*—The Board shall, from time to time, issue standing orders governing the Corporation's contribution to the Provident Fund, the rate of interest on the accumulations from time to time, the investment of the moneys accumulating in the Fund, payment of temporary advances out of the accumulations of an employee, settlement of claims and such other matters as may arise from time to time in the administration of the said Fund.

94. *Gratuity and Pension*—The Board shall, from time to time, issue standing orders, governing the gratuity and pension payable to the employees of the Corporation.

### DELHI ROAD TRANSPORT AUTHORITY

#### NOTIFICATION

Delhi, the 8th November 1956

No. ADMI-3(7)/56—In exercise of the powers conferred by section 53 of the Delhi Road Transport Authority Act, 1950, (13 of 1950) the Delhi Road Transport Authority, with the previous sanction of the Central Government, hereby makes the following amendment to the Delhi Road Transport Authority (Scales of Pay) Regulations, 1950, namely:—

"In the Schedule appended to the said Regulations, against the post of Watch and Ward Inspector, for the letters and figures "Rs. 80—2—100", the letters and figures "Rs. 80—3—92/4—100" shall be substituted".

A. D. PANDIT

Chairman

Delhi Road Transport Authority

#### LOST

The Government Promissory Note(s) No.(s) CA143081 and No. CA111022 of the three per cent conversion loan of 1943 for Rs. 500 and Rs. 100 respectively originally standing in the name of Reserve Bank of India and Prosad Das Boral & Bros. respectively and last endorsed to the Bengal Tuberculosis Association, Calcutta (Regd. under Act XXI of 1860) the proprietor(s) by whom they were never endorsed to any other person, the upper halves of which having been lost, notice is hereby given that payment of the above note(s) and the interest thereupon have been stopped at the Public Debt Office, Reserve Bank of India, Calcutta, and that application is about to be made for the issue of duplicate(s) in favour of the proprietor(s). The public are cautioned against purchasing or otherwise dealing with the above mentioned securities.

Signature of the Advertiser—D. P. CHATTERJEE

Hony. Treasurer and Trustee

Bengal Tuberculosis Association

Residence—91-A, Bondel Board, Calcutta.

#### LOST

The Government Promissory Note No. BY069365 of the Three per cent loan of 1970—75 for Rs. 500 originally standing in the name of the Reserve Bank of India and last endorsed to Bai Krishnabai Kom Ganpatrao Telang the proprietress, by whom it was never endorsed to any other person, having been lost, notice is hereby given that the payment of the above Note and the interest thereupon has been stopped at the Public Debt Office, Reserve Bank of India, Bombay and that application is about to be made for the issue of Duplicate in favour of Shri Shivaray G. Telang, the succession certificate holder to the estate of the proprietress. The public are cautioned against purchasing or otherwise dealing with the above mentioned security.

Name of the advertiser—Shri S. G. Telang.

Residence—Block No. 3A, Purushottam Bldg. 4B, Tribhuwan Road, Bombay 4.

**CHANGE OF NAME**

I do hereby publish for notice of all concerned that by an affidavit affirmed in the Court of First Class Magistrate, Alipore on 8th October 1955, I have changed my surname "Jetty" into Das and therefore following this affidavit my name has been changed to Paresch Nath Das and all members of my family legally now bear the surname Das instead of Jetty.

**PARESH NATH DAS**  
9, Sil Lane, Calcutta 15

**CHANGE OF NAME**

I hereby declare that my suname may now be changed from "Mali to Acharjee" as all my family members have been known as such.

**JATINDRA MOHAN MALI**  
*Porter/N. E. Rly.*  
*Lamsakhang Stn.*  
*P. O. Lumding,*  
*Dt. Nowgong (Assam)*

**CHANGE OF NAME**

I, Shri Mohadev Sutradhar, son of late Durga Charan Sutradhar of Shyamnagar, Central Road, Distt. 24 Parganas have changed my title as Mohadev Biswas with effect from June 18, 1956. This has been admitted in the Court of Magistrate 1st Class, Barrackpore.

**CHANGE OF NAME**

With effect from 10th November 1938 I have changed my name from "KARTAR SINGH" to "LAKHMIR SINGH" due to having "Amrit".

**CHANGE OF NAME**

It is hereby notified that the undersigned has changed his name from Veerappa Rachappa Sonar to Veerappa Rachappa Badger as appeared in Bombay Government Gazette Part II, Page 1946, dated 17th December 1953.

**V. R. SONAR**

**CHANGE OF NAME**

I, Sulaman, son of Shri Nathu Ram of Village Bahadarnagar, P.O. Gangoh, Dist. Saharanpur, U.P. at present employed as a Diesel Fitter in the Rail Motor Shop, Northern Railway Workshops, Kalka, do hereby desire to change my name and desire to be known in future as Jagdish Kumar.

**JAGDISH KUMAR**

**CHANGE OF NAME**

"V. Murthi, Tracer, Chief Mechanical Engineer's Office, Southern Railway, Perambur, Madras 23, son of Vadivelu shall henceforth be known as "J. Murthi" son of Jalabai Dass.

**NOTICE**

Notice is hereby given that Shree Nemichand Ranwka son of Shree Nathmal Ranwka has retired from the partnership firms Nemichand Kantilal, Beawar and Gambhirmal Kantilal, Beawar, with effect from 1st January 1957.

**SURENDRA KUMAR JAIN**  
*Continuing Partner*

**NOTICE**

**In the matter of the Indian Companies Act, and in the matter of Oil Engines Repair Works Private Ltd. (In Voluntary Liquidation)**

Notice is hereby given that a General Meeting of the Company will be held on Friday the 15th March 1957 at 3 P.M. in the Office of the United Trading Co., Kashmere Gate, Delhi. The Liquidator will lay before the meeting an account of his acts and dealings and the conduct of winding up during the Fifth 12 months of liquidation ended on the 19th February 1957. The Liquidator will also place before the meeting a Statement in the prescribed form containing the prescribed particulars with respect to the position of liquidation.

**A. S. REDDEYAR**  
*Liquidator*

**NOTICE TO CREDITORS**

**Estate: Cyril Ernest Langlois Milne-Robertson deceased**

Pursuant to Sections 360 of Act XXXIX of 1925 and 42 of Act XXVIII of 1866 all persons having claims against the estate of the abovenamed deceased late of The Weld Club, Barrack Street, Perth, Western Australia and Care of National Bank of India Limited, 26, Bishopsgate, London and also of The Oriental Club, Hanover Square, London formerly a Director of Turner Morrison & Co., Ltd., Calcutta, who died at Mount Hospital, St. George Terrace, Perth aforesaid on the 26th January 1956, are hereby required to send full particulars of their claims to National Bank of India Limited, 19, Netaji Subhas Road, Calcutta 1, the Executor to the above estate on or before the 15th April 1957, after which date the said Executor will proceed to distribute the assets without regard to any claims except those of which any notice shall then have been received.

*Dated, Calcutta the 20th February 1957*

**SANDERSONS & MORGANS**  
*Solicitors for the said Executor*  
5 & 7, Netaji Subhas Road  
Calcutta



**NOTICE**

**In the matter of the Indian Companies Act, 1913 and  
In the matter of Rashtriya Agencies Private Ltd.  
(In Vol. Liquidation)**

**Notice Convening Final Meeting**

Notice is hereby given in pursuance of Section 208-E of the Indian Companies Act, 1913 that a General Meeting of the members of the abovenamed company will be held at 10, Daryaganj, Delhi on Wednesday the 10th day of April 1957 at 11-30 A.M. for the purpose of having an account laid before them, showing the manner in which the winding up has been conducted and the property of the company disposed of, and of hearing any explanation that may be given by the Liquidator.

Delhi, the 26th February 1957

D. A. PATEL  
Voluntary Liquidator

**NOTICE**

**In the matter of the Indian Companies Act, 1913 and  
In the matter of Dadri Marketing Private Ltd.  
(In Vol. Liquidation)**

**Notice Convening Final Meeting**

Notice is hereby given in pursuance of Section 208-E of the Indian Companies Act, 1913 that a General Meeting of the members of the above-named company will be held at 10, Daryaganj, Delhi on Wednesday the 10th day of April 1957 at 11 A.M. for the purpose of having an account laid before them, showing the manner in which the winding up has been conducted and the property of the company disposed of, and of hearing any explanation that may be given by the Liquidator.

Delhi, the 26th February 1957

D. A. PATEL  
Voluntary Liquidator

**NOTICE**

**In the matter of the Indian Companies Act, 1956 and  
In the matter of PEPSU Trading Co. Private Ltd.  
(In Vol. Liquidation)**

**Notice Convening Final Meeting**

Notice is hereby given in pursuance of Section 497 of the Companies Act, 1956 that a General Meeting of the members of the above-named company will be held at the office of the Liquidator at 10, Daryaganj, Delhi on Monday the 15th day of April 1957, at 10-30 A.M. for the purpose of having an account laid before them, showing the manner in which the winding up has been conducted and the property of the company disposed of, and of hearing any explanation that may be given by the Liquidator.

Delhi, the 1st March 1957

D. A. PATEL  
Voluntary Liquidator

**NOTICE**

**In the matter of the Indian Companies Act, 1956 and  
In the matter of Vishwa Industries Private Limited  
(In Vol. Liquidation)**

**Notice Convening Final Meeting**

Notice is hereby given in pursuance of Section 497 of the Companies Act, 1956 that a General Meeting of the members of the above-named company will be held at the office of the Liquidator at 10, Daryaganj, Delhi on Monday the 15th day of April 1957 at 10 A.M. for the purpose of having an account laid before them, showing the manner in which the winding up has been conducted and the property of the company disposed of, and of hearing any explanation that may be given by the Liquidator.

Delhi, the 1st March 1957

D. A. PATEL  
Voluntary Liquidator

**NOTICE**

**In the matter of the Indian Companies Act, 1956 and  
In the matter of Rajasthan Udyog Private Limited  
(In Vol. Liquidation)**

**Notice Convening Final Meeting**

Notice is hereby given in pursuance of Section 497 of the Companies Act, 1956 that a General Meeting of the members of the abovenamed company will be held at the

office of the Liquidator at 10, Daryaganj, Delhi on Monday the 15th day of April 1957, at 11 A.M. for the purpose of having an account laid before them, showing the manner in which the winding up has been conducted and the property of the company disposed of, and of hearing any explanation that may be given by the Liquidator.

Delhi, the 1st March 1957

D. A. PATEL  
Voluntary Liquidator

**NOTICE**

**In the court of First Subordinate Judge, Gaya  
Misc. Case No 56/56 (Pauper Application)**

K. P. Nandy—Applicant

*Versus*

1. Bharat Fire and General Insurance Ltd., Scindia House, New Delhi.
2. L. N. Modi, Managing Director, Bharat Fire and General Insurance Ltd., Scindia House, New Delhi.
3. J. K. Jain, Principal Officer, Bharat Fire and General Insurance Ltd., Scindia House, New Delhi, and others.

Whereas Shri K. P. Nandy son of Late Lal-Bihari Nandy of Murarpore Gaya, has filed the above Misc. case in forma pauperis for permission to sue the above-named defendants for recovery of a sum of Rs. 27,500 being his 8 annas share in the amount of Insured Money against New Railway Cinema, Gaya.

And whereas the 6th of April 1957 is the date fixed in the above case for appearance of the opposite parties above-named and for hearing.

Now, therefore the opposite parties above-named are hereby directed to appear in the above case on the date fixed and to show cause, if any, against the grant of the prayer made by the applicant, failing which the case will be decided ex parte against them.

Gaya, the 21st February 1957

M. A. RAHMAN  
Sub-Judge I, Gaya

**NOTICE**

**In the court of the Munsiff Second Court, Bhagalpur  
Title suit No. 47 of 1956**

**(Suit for declaration of title with injunction)**

Hari Prosad Agrawal, son of Late Babu Devi Prasad of Kunjabhawan, Golaghat, Bhagalpur—Plaintiff

*Versus*

1. Madhusudan Das, son of Late Babu Ramnarain Das of Golaghat, Bhagalpur. ...
2. Mathura Prasad, son of Late Babu Raghunandan Prasad Bag Sundar Das, Dulhinji ki Kothi, Banaras.
3. Jagdishwar Prasad, son of Late Babu Jugal Kishore Prasad Katkibazar, Darbhanga.
4. Kumar Kalyan Lal son of Late Babu Gobind Lal of Kathibazar, Darbhanga.
5. Harsankar Das son of Late Babu Narayan Das, Ghositola, Monghyr—Defendants.

All are acting as trustees of the estate of Late Babu Raghunandan Lal of Golaghat, Bhagalpur.

Whereas the above named plaintiff has filed the above mentioned suit in my court for declaration of his title to the properties left by Srimati Krishna Bibi widow of Late Babu Jadunandan Lal of Golaghat, Bhagalpur. You are therefore directed to show cause if any by 20-3-1957 personally or through lawyer why his title will not be accepted. Be it known that the last chance is being given to you for showing cause failing which the matter will be heard ex parte.

Given under my hand and the seal of the court, this the 12th day of February 1957.

H. D. BANERJEE  
Munsif

